

To: Cooperative Library System Directors
cc: System Administrative Council Chairs

From: Ira Bray, Electronic Information Resources Consultant

Date: October 4, 2002

Subject: California Library Services Act: Statewide Data Base Subsidies, 2002/03

At its August 2002 meeting, the Library of California Board allocated 2002/03 funds to provide another year of subsidy payments in support of the CLSA Statewide Data Base program, with the following provisions for cooperative library systems:

- to encourage cooperative library systems to support regional resource sharing servers to link Z39.50-enabled local systems, and
- to require that any cooperative library system that accepts funding under this program agree not to charge a handling fee for lending material to a California public library.

To claim your reimbursement, complete and return the enclosed **Cooperative Library System Claim for CLSA Statewide Data Base Subsidy** form postmarked no later than **October 25, 2002**. Return it to:

Mickie Potter
California State Library
CLSA Program Office
P.O. Box 942837
Sacramento, CA 94237-0001

Please note: Once this year's subsidy claims have been processed, any remaining funds for this program have been allocated by the Board to other CLSA Statewide Data Base objectives and will be expended in accordance with those objectives. Therefore, **claims received after the October 25 deadline may not be honored**. If you have any questions, please do not hesitate to contact Ira Bray at (916) 653-0171, email ibray@library.ca.gov or Sandy Habbestad at (916) 653-7532, email shabbestad@library.ca.gov.

**CALIFORNIA LIBRARY SERVICES ACT
STATEWIDE DATA BASE PROGRAM**

2002/03

Cooperative Library System Claim for CLSA Statewide Data Base Subsidy

Name of Cooperative Library System: _____

Contact Person: _____ Phone: _____

Fax: _____ Email: _____

You will be asked a series of questions below which will establish your eligibility, and then you will be asked to supply additional information which will be used to verify your claim. (Note: If your System cannot qualify for the regional server subsidy, you may continue to claim the \$69 OCLC subsidy. Should you choose this option, please use the **2002/03 Public Library Claim for CLSA Statewide Data Base Subsidy** form sent to you separately as an informational copy.)

Part 1. **Qualification for Subsidy**

- A. Is there a regional resource sharing (Web-to-Z39.50 and/or interlibrary loan) server installed and operational in your cooperative library system as of July 1, 2002? (Note: The definition of regional server includes single-vendor shared integrated library systems.)

_____ Yes _____
(please specify name of software/system)

URL _____

Can the holdings of at least 50% of your library system member libraries—or, alternately, 50% of the total public library holdings in your cooperative library system—be accessed via Z39.50 search? (In other words, is Z39.50 server software installed and operational on the integrated system(s) used at these libraries?)

_____ Yes _____ No

- B. If your cooperative library system does not share an integrated library system, are all links between your regional server and participating libraries' Z39.50 servers tested on a regular basis?

_____ Yes _____ No

- C. Have you established at least a 56 Kbps minimum connection between the Internet and the regional server?

_____ Yes

_____ No

D. Have you identified regional level technical expertise to assist with server management and troubleshooting?

_____ Yes

_____ No

E. Have you made arrangements for housing and management of the regional server?

_____ Yes

_____ No

F. Has each participating library assigned knowledgeable technical staff who can devote 2-4 hours per week to linked systems activities on an ongoing basis?

_____ Yes

_____ No

G. Does the regional server offer patrons direct, search-only access to the combined holdings of the participating libraries—from within their home libraries or over the World Wide Web? Search results must include bibliographic information and branch level holdings information.

_____ Yes

_____ No

If you answered Yes to items A-G, your cooperative library system qualifies for a regional resource sharing server subsidy of \$5,500. Continue with Part 2 below. If you do not qualify for this subsidy, please do not submit the form.

Part 2. Subsidy Claimed

_____ \$5,500 regional resource sharing server subsidy

Part 3. Designation of Warrantee

(authorized agency to receive, disburse, and account for CLSA)

(address)

Part 4. Certification

I hereby certify under penalty of perjury: That I am the duly authorized officer of the claimant herein, that this claim is in fact all true, correct, and in accordance with the law and that payment has not already been received for the amount claimed herein.

I further certify: That this cooperative library system will not charge a fee of any type for lending materials to any other CLSA participating public library or cooperative library system during the period covered by this CLSA Statewide Data Base subsidy, i.e. July 1, 2002 through June 30, 2003.

I further certify: That this cooperative library system will make revisions to local and regional service plans to reflect the availability of linked systems searching, to assess the impact of linked systems access on borrowing patterns and imbalances, and to address related services (e.g. delivery, common loan policies, etc.) that support resource sharing among project participants, and that such revisions will be completed no later than June 30, 2003.

System Name: _____

(signature of System Coordinator or Fiscal Agent)

(date)

(print name)

(title)

For CLSA use only

Approved: _____ Amount awarded: _____ Date: _____